

## **OHCAccess Bulletin – 10/2/2015**

### **For Distribution to All TSA Employees**

#### **VERA Reminder!**

The U.S. Office of Personnel Management (OPM) granted TSA the ability to offer a Voluntary Early Retirement Authority (VERA) through November 30, 2015. Employees considering retiring under the VERA must submit their completed retirement application by **November 9, 2015**. Please note that at this time, there are no plans to request a new authority from OPM for another VERA.

#### **Who is eligible to apply for voluntary early retirement?**

To be eligible, an employee must fall into one of the following categories:

1. Have 25 years of service; or
2. Have 20 years of service AND be at least 50 years of age.

#### **Who is NOT eligible to apply for voluntary early retirement?**

The following positions are ineligible to apply:

- Federal Air Marshal (Federal Law Enforcement) or Supervisory Federal Air Marshal, series 1801 – no exceptions; or
- Intelligence Operations Specialist, Senior Intelligence Operations Specialist, or Supervisory Intelligence Operations Specialist, series 0132 – no exceptions; or
- Contract Specialist, Supervisory Contracts Specialist, Contracts Administration Specialist, Contracting Officers Technical Representative, Procurement Specialist, or Acquisition, series 1101 and 1102 – no exceptions.
- IT Specialist, Expert IT Specialist, Supervisory IT Specialist, Information Systems Specialist, Cyber Security, or IT Project Manager, series 2210 – no exceptions.

In addition, employees are ineligible to apply if they fall into one or more of the following categories:

1. Are serving under time-limited appointments;
2. Have been notified that they will be involuntary separated for misconduct or unsatisfactory performance; or
3. Have not been continuously on TSA's employment rolls since March 5, 2014.

**Employees considering retiring under the VERA should be aware of the following dates:**

- **October 17, 2015 – TSA Form 1148 submitted:** To retire under VERA, complete the [TSA Form 1148, Voluntary Early Retirement Notice of Interest](#) by October 17. TSA Form



**1148 must be submitted, through your BMO or your HR Specialist for signature, to the TSA HRAccess Help Desk.**

- **November 9, 2015 - Complete retirement package:** Complete retirement packages, with a planned separation date no later than November 30, 2015, must be mailed (no faxes or emails will be accepted) to:  
TSA HRAccess Shared Service Center  
ATTN: Retirement Team  
2650 Park Tower Drive  
Suite 200  
Vienna, VA 22180-7300
- **November 30, 2015 – Last day of employment with TSA:** This is the deadline for retiring under VERA. Requesting separation under this program means that interested employees will be required to **conclude employment with TSA on or before November 30.**

Additional retirement resources are available for employees on [HRAccess](#) > Employee Information > HR Resources for TSA Employees. Under Retirement Factsheets, you'll find:

- Now That You've Decided To Retire — What's Next?

If you have any questions, please contact the HRAccess Help Desk at 1-877-872-7990 or [helpdesk@mailserver-hraccess.tsa.dhs.gov](mailto:helpdesk@mailserver-hraccess.tsa.dhs.gov). If you are an executive, please contact the Executive Help Desk at 1-877-872-7991 or [ESO@mailserver-hraccess.tsa.dhs.gov](mailto:ESO@mailserver-hraccess.tsa.dhs.gov).